



SAN FRANCISCO FIRE DEPARTMENT

PATIENT CONFIDENTIALITY AGREEMENT

All San Francisco Fire Department employees, volunteers, and outside workers, in all ranks and in all assignments, have a legal and ethical responsibility to maintain the privacy and confidentiality of patient health care information and to protect the privacy of patients. Patient information, including, but not limited to, personal and medical information, is confidential and privileged. You shall not discuss, disclose, share, and/or release this information in any form, except as required for direct medical care of the patient. You may view or use information as required for you to perform your job. You may not view or use information for any other purposes.

Any and all electronic data systems that contain patients' protected health information (PHI), including patient information found in the Computer Aided Dispatch (CAD), Incident Histories (QIH), dispatch run sheets (MDT), and personal information from NFIRS and RMS fire incident reporting programs are also confidential. Only the Medical Records Office of the SFFD EMS Division has the authorization to release these documents.

Unauthorized disclosure of patient medical information is a federal crime. Any disclosure of confidential patient health information without authorization may open the violator to criminal liability and disciplinary action, up to and including termination.

By signing below, I agree to comply with all confidentiality policies and procedures set in place by the San Francisco Fire Department.

Signature

Date

Name (print)

SFFD ID #
(SFFD Employees ONLY)

Job Title/Assignment
(Non-SFFD employees ONLY)

Division/Unit
(Non-SFFD employees ONLY)

Forward to: SFFD Compliance Officer, EMS Division, 698 Second St, SF, CA 94107